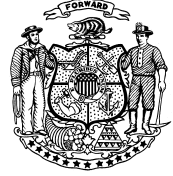




STATE OF WISCONSIN DEPARTMENT OF MILITARY AFFAIRS TRANSFER OPPORTUNITY



February 9, 2016

SCHEDULE AND PAY RANGE: 03-13

CLASSIFICATION: Facilities Maintenance Specialist Advanced

TYPE OF VACANCY: Permanent Classified/Full-Time

LOCATION: Volk Field, Camp Douglas, WI

SUPERVISOR: Thomas Zanter

CONTACT: Allisa Brown, Allisa.Brown@Wisconsin.Gov or 608-242-3164

WHO MAY APPLY: Employees within the DMA who are in a pay range counterpart to 03-13, those who have reinstatement eligibility to this level, and those at a higher level for voluntary demotion.

JOB DUTIES: The Facilities Maintenance Specialist Advanced position performs maintenance and repairs to physical plant mechanical systems. These include, electrical, plumbing, HVAC, control systems, municipal type water and sewage systems. This position is also responsible for the Volk Field digging permit program, including pipe and cable locating and keeping records associated with the program.

KNOWLEDGES: The incumbent of this position must have knowledge of the safe and proper use of common tools used for building repair; computerized HVAC systems and controls maintenance and repair; electrical power systems maintenance and repair; and plumbing systems maintenance and repair. Also required is the ability to read and interpret specifications, blueprints and schematics; and to use a personal computer and software; as well as possess excellent organizational and communication skills.

SPECIAL REQUIREMENTS: Due to the emergency responsibilities of the division, all division employees may be required to work extra hours including evenings, and weekends with little or no advance notice in support of training, exercise, and/or emergency functions. These positions require a valid driver's license upon appointment.

HOW TO APPLY: If you are interested in being considered for this position, please submit a current resume and a letter of interest describing how your training, education and work experience has prepared you for the duties and responsibilities of this position. Submit these materials by way of email to the contact listed above.

To ensure consideration for this position, please submit materials by 11:59 pm on Thursday, February 18, 2016. Questions can be directed to the contact listed above.